



Keepers of the Land AmeriCorps Program Iowa Department of Natural Resources



AmeriCorps Position Description Iowa DNR Central Office

Marketing and Communications Coordinator

Full-time (10-12 months – minimum of 1,700 hours) AmeriCorps Position

- Serve in an overall public relations role for Keepers of the Land Volunteer Program
- Prepare news releases, brochures, newsletters, posters, magazine articles, public exhibit materials, web pages, and other communications products
- Complete design and maintenance functions for the department's volunteer website
- Provide support to program staff with various volunteer recognition and marketing projects and events as necessary
- Design and implement AmeriCorps community service projects
- Fulfill all required AmeriCorps program activities as outlined in the member handbook and contract
- Generate volunteers